



Not-for-Profit and Co-operative Housing Organization Grant

Background

Through the Housing Accelerator Fund the Municipality of the County of Kings believes in supporting the work of community organizations through contributions to registered not-for-profit and co-operative housing organizations.

This application-based grant competition proposes to decrease the amount of debt in favor of lower tenant rents or enable the construction of additional residential units. All applications must pertain to projects physically located within the Municipality of the County of Kings.

Grants should contribute to the Municipality's strategic vision of being a community of communities where all people belong.

Financial Assistance Available:

Total funds available through this program are \$250,000. The grant shall be based on a complete application, including the commitment of all other funding sources. Successful applications may be weighted, with differing amounts being provided.

Application Deadline

Applications must be received no later than **4:30 P.M. on February 13, 2026**, via email or hard copy. We encourage you to apply early and seek assistance as required.

Applications must be submitted on this form with all required information by the deadline. It is the sole responsibility of applicants to submit a complete application. Failure to submit a complete application by the deadline may exclude the application from consideration. Please note that the submission of a request does not guarantee any funding.

Submission

Please deliver your complete application and documents by mail or e-mail to:	
Mailing Address:	Municipality of the County of Kings Attn: Housing Accelerator Fund 181 Coldbrook Village Park Drive Coldbrook, NS B4R 1B9
Email Address:	mburgess@countyofkings.ca

Evaluation

All grant applications are reviewed by Municipal staff after the grant deadlines to ensure completeness.

Completed grant applications will be reviewed and evaluated on the following criteria:

Criteria	Considerations
Financial Considerations	<ul style="list-style-type: none">• Improvement in debt-to-equity ratio,• Accuracy,• Appropriate level of detail (for operating and capital expense,• Efforts toward securing other funding,• Reasonableness of a financial pro forma.
Community Impact	<ul style="list-style-type: none">• Project reach and capacity,• Extent the project addresses a community need,• Added value to residents,• Degree of cooperation and collaboration between community groups.
Organizational & Project Effectiveness	<ul style="list-style-type: none">• Sustainability and viability of the organization and project,• Efficient use of resources,• Long term impact of the project and applicant organization.

Estimated Timeline for Decision

February/March: Received applications are reviewed for completeness and eligibility by the Municipality of the County of Kings Housing Accelerator Coordinator or designate.

March/April: Final grant allocations are communicated to all successful applicants, followed by preparation and execution of a contribution agreement and distribution of funds to successful applicants.

Project Reporting/ Accountability

Terms and conditions shall apply to any grant. Successful applicants shall also be required to execute a contribution agreement prior to the distribution of funds. Without limitation the contribution agreement will include provisions related to the timing and release of funds and financial reporting obligations.

Grant recipients shall be required to submit a written report and may be required to present to Council on how the grant assisted them in their efforts to make units more affordable or enabled the construction of additional residential units.

Additional Notes & Eligibility

- Projects must have commenced after February 16, 2024, and be substantially underway by December 31, 2026.

- Grant contributions are not awarded for operational costs.
- Property/organization must be in good standing with the Municipality.

If you have any questions staff are available to assist you. Please contact the Housing Accelerator Coordinator at your convenience:

E-mail – mburgess@countyofkings.ca

Phone – 902-690-2218

Application Form

Section 1 – Applicant Information

Applicant Organization Name	
Name of the Project	
Location of the Project	
Primary Contact at Organization	
Organizations Mailing Address	
Organizations Physical Address (if different from mailing)	
Daytime Phone Number	
Email Address	

Section 2 - Timeline, budget and request

<p>Append a complete financial pro forma, including capital and operating costs, funding contributions, anticipated debt costs, number of units and proposed rental amounts.</p> <p>If applicable, please provide the last three years of your organization's financial statements.</p>	
Amount Requested	
What is the anticipated start date of this project?	
What is the anticipated completion date of this project?	

Section 3 – About the Organization

What is the status of your non-profit organization?	<input type="checkbox"/>	Registered with the NS Registry of Joint Stocks as a non-profit club, association, society, or a co-operative association. Registry number: _____
	<input type="checkbox"/>	Registered Canadian Charity ID number: _____

PLEASE NOTE: Awarded funding will be issued to the registered organization named in the Registry of Joint Stocks/Charity information

Tell us about the Organization

What is your mandate and what are your goals? What type of things does your organization do?

Section 4- About the Project

Provide a brief summary of the project.

Describe how the HAF funds will be used. Is there something specific these funds will be used for? (e.g. underwrite the cost of construction materials, paying down existing debt, reducing the amount of new debt, purchase of more energy efficient systems)

How will this grant;
lower tenant rents by reducing debt; or
enable the construction of additional affordable residential units?

Will these funds improve the completion timeline of the project?

Describe the planning and collaboration involved in this project.

Describe how the organization will be able to measure success from receiving this funding.

Once the project is complete, what does the future look like for the organization.

Section 5 – Alignment with Key Strategic Priorities of the Municipality

One of the five Key Strategic Priorities of the Municipality’s Strategic Plan is “Strong Communities”. Whereby the Municipality will support vibrant, diverse, welcoming, and sustainable communities through enhanced infrastructure, programming, engagement opportunities, advocacy, and responsible land use planning.

Please explain how your project aligns with the “Strong Communities” priority.

Section 6 – Declaration

We are submitting this application for the purpose of obtaining financial assistance made possible through the Housing Accelerator funding provided to the Municipality of the County of Kings. The statements contained in this application are, to the best of our knowledge, true and accurate. We submit that all aspects of this project will comply with existing Municipal, provincial and federal codes, guidelines, orders and laws. We acknowledge that any misrepresentation or misappropriation of funds will result in the grant being revoked.

We agree to allow representatives of the Municipality of the County of Kings to inspect the site of the project described in this application, to audit the books and records of the applicant, to make inquiries and to obtain all pertinent information necessary to evaluate this application.

We understand that all or part of this application may be made available to the public in accordance with the federal Access to Information and Protection of Privacy Act and Nova Scotia's Freedom of Information and Protection of Privacy Act.

Organization President Name (Printed):	
Organization President Signature:	
Date:	
Organization Secretary/Treasurer/Authorized Member Name (Printed):	
Organization Secretary/Treasurer/Authorized Member Signature:	
Date:	

To ensure a complete application, please use the check boxes below:

<input type="checkbox"/>	Application form is complete and signed
<input type="checkbox"/>	Organization's Financial Information is attached
<input type="checkbox"/>	Budget for the project is attached
<input type="checkbox"/>	Additional supporting material attached as applicable